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AGRICULTURAL LIBRARIES INFORMATION NOTES

THE LIBRARY EXCHANGE PROJECT OF THE US-USSR AGRICULTURAL AGREEMENT

Tatiana Tontarski
National Agricultural Library

The US-USSR Agreement on Agricultural Cooperation was signed in Washington, D.C. in June 1973. To implement the program for cooperative work outlined in the Agreement, the US and the USSR established a Joint Committee on Cooperation in Agriculture. The Library Exchange Project came into being in October 1974 and is a project of the US-USSR Working Group on Agricultural Economic Research and Information, which is one of two working groups under the Joint Committee. The other working group is the US-USSR Working Group on Agricultural Research and Technological Development.

According to the library exchange agreement, the National Agricultural Library and its counterpart, the Central Scientific Agricultural Library of the All-Union Academy of Agricultural Sciences in Moscow, are responsible for the implementation of the library project and its objectives—the exchange of publications and the study of various information retrieval systems.

An offshoot of the library project was the visit of the two-man Soviet CRIS System Team in December 1974. Dr. Boris P. Ulanov, Director of the All-Union Scientific Research Institute on Information and Economic and Technical Research in Agriculture, and Dr. Feliz T. Basiuk, Deputy Director of the Main Computer Center of the USSR Ministry of Agriculture, spent over two weeks in the United States studying the USDA Current Research Information System and NAL's CAIN on-Line System. I had the unique opportunity of serving as coordinator, interpreter, and USDA representative for the CRIS Team.

My trip to Moscow and Leningrad in March of this year was to clarify and augment the existing exchange of publications with various institutes and libraries of the USSR Ministry of Agriculture, to investigate the Soviet agricultural machine-readable data bases, and to study the organization of the Central Scientific Agricultural Library. For this purpose the National Agricultural Library asked the Central Scientific Agricultural Library to coordinate visits to nine libraries and institutes in Moscow, Leningrad, and Pushkino.

Four days at the Central Scientific Agricultural Library in Moscow were devoted to a general orientation of the library and an introduction to: the operation of reference and library services, the principles and methods of selection and acquisition of domestic and foreign publications, the international book exchange; the principles of cataloging and classification for the library's system of catalogs and files, and the principles of the "Agroelektrik" information retrieval system.

The Central Scientific Agricultural Library in Moscow has a staff of 320 employees. Its collection exceeds 1.5 million units of which approximately 40% are foreign titles. The library deals with 1,093 organizations in 73 countries. The main catalog, within the library's system of alphabetical catalogs and files, is an unique complex subject catalog containing 5 million cards. Annually the library acquires approximately 16,000 domestic and 11,000 foreign titles and adds 450,000 cards to its catalogs. The library services over 20,000 readers a year.

Automation at the Central Library was started in 1968 with the "Agroelektrín" information retrieval system, which was developed jointly by the library and the All-Union Institute on the Electrification of Agriculture. The system has 20 separate programs. Among other things, "Agroelektrín" is used for the library's automated interlibrary loan files, indexing of new acquisitions, bibliographies, and for information retrieval. Work is in progress on the development of automatic indexing from annotations with a projected capacity of 190,000 items per year. The "Agroelektrín" system is implemented on a Minsk-22 second-generation computer at the Computer Center of the All-Union Institute on the Electrification of Agriculture, where plans call for the installation of a third-generation computer this year. The retrieval systems of seven information offices rely partially or entirely on the "Agroelektrín" system.

Part of a one-day visit to the All-Union Research Institute on Information and Economic and Technical Research in Agriculture was devoted to a brief introduction to the organizational structure of the scientific and technical information system of the USSR and the organizational structure of the scientific and technical information system of the various branches of agriculture. This institute works in very close cooperation with the Central Agricultural Library in selecting and evaluating primary source material acquired by the library. The institute processes the material and makes it available to scientists and researchers in the form of abstracts, indexes, translations, and literature reviews. The institute also is actively engaged in the development of automated information systems, one of which is called "Agroinform". The "Agroinform" system was conceived in July 1971 and incorporates the national information centers of Bulgaria, Hungary, the German Democratic Republic, Cuba, Mongolia, Poland, Romania, and Czechoslovakia. Work has also been started on an automated information system similar to the USDA CRIS system, which the institute hopes will be operational in two to three years. An IBM-370 third-generation computer will be used in the development of these systems.

The five remaining working days in the Soviet Union were spent visiting the All-Union Institute on the Electrification of Agriculture, the All-Union Institute on Scientific and Technical Information, the All-Union Scientific Research Institute on Agricultural Economics, the Leningrad Affiliate of the Central Scientific Agricultural Library, the All-Union Scientific Research Institute of Plant Industry, the All-Union Scientific Research Institute

on Plant Protection, and the M.E. Saltykov-Shchedrin State Public Library.

At every institute and library visited, one could not help but be impressed by the interest and pride demonstrated by the staff in the work of their various organizations, which are dedicated to the needs of the scientist and user. In every aspect of my visit, my Soviet hosts were cordial, cooperative, informative, and most generous.

IAALD WORLD CONGRESS—A BRIEF REPORT

Maydelle Stewart
National Agricultural Library

The fifth world congress of the IAALD (International Association of Agricultural Librarians and Documentalists) was held in Mexico City April 14 - April 18, 1975. Since Dr. Richard A. Farley, Director, was not able to attend, NAL was represented by Olga Lendvay.

Advance information about the Congress had been sketchy but delegates, once in Mexico City, found accommodations and entertainment well arranged by the organizing committee under Pablo Velasquez, Director of the National Agricultural Library, and Ana Maria Paz de Erickson, Executive Secretary, AIBDA, with the generous cooperation of the Mexican government. Meetings were held at the Centro Medico which had facilities for simultaneous translations in German, French, Spanish, and English.

Papers on the general theme of the Congress, "Agricultural Information Networks" revealed a staggering number and variety of networks and thesauri in all stages of development from purely theoretical to completely operational. And geographically, the networks varied from national to regional to those truly international such as the International Food Information Service and AGRIS.

No decision was announced on the site for the next Congress, but the Russian delegates showed interest in having it in Moscow. These delegates made frequent reference to their pleasure at having Mrs. Tatiana Tontarski of the NAL staff as a recent visitor.

The newly-elected officers of IAALD are Philippe Aries (France) president, Maria Malugani (Costa Rica) and Harold Haendler (Germany) vice-presidents, and David Gray (England) secretary-treasurer.

EDITOR'S NOTE:-Congressional budget hearings prevented Dr. Farley from attending V World Congress of IAALD. His paper was delivered instead by Miss Olga Lendvay, Librarian, Interamerican Center of Agricultural Documentation and Information, Turrialba, Costa Rica. We feel that our readers will enjoy reading this paper and are printing it here in its entirety. The original presentation by Miss Lendvay was illustrated by slides, which unfortunately space does not permit us to reproduce here.

INFORMATION NETWORKS: TECHNOLOGY, INPUT AND OUTPUT MECHANISMS*

Richard A. Farley
Director, NAL

Punched cards have been used in data processing since 1889. We all know what they look like. We have been taught not to bend, spindle or mutilate them. We are all suspicious of what they are capable of doing to our personal lives. They were, for many years, the primary medium for entry of data into a computer. The 80-column punched card had a number of well-known drawbacks: (1) Double or triple keyboarding. First, the professional filled out a processing sheet, then a technician translated the information to computer processable form, then it keypunched and normally key-verified. All of these steps created an undesirable lapse of time between initiation of the information and entry into the computer system. Within this process there were multiple opportunities for transposition errors. (2) The person responsible for the final accuracy was "cold" on the data by the time (sometimes 2 to 3 weeks) the output was received. This resulted in the necessity for an additional review and edit. (3) Data finally produced tended, therefore, to be out-of-date and more costly than necessary.

Other types of input have been tried. There was punched paper tape and even optical scanning. There were key-to-magnetic-tape devices. All had the same basic problems.

When we sought a superior input device at the National Agricultural Library we hoped to find something that would accomplish these goals:

- (1) To reduce our computer time by avoiding a significant percentage of correction runs on data.
- (2) To eliminate duplicate keyboarding, and to give the person responsible for the data the ability to immediately review and correct errors *before* entry into the computer.
- (3) To provide upper and lower case character entry, plus a number of special characters used in library work.
- (4) To be less costly than the old punched card system.

For our data entry process we selected cathode ray tubes, more commonly known as CRT's. You see them in action in most airports. They are simply TV sets coupled with a keyboard.

We chose the Sanders 8100 System. This is a product of Sanders Data Systems, Inc. It consists of four CRT's interactive with a minicomputer with 10 million bytes of disk storage. We have two of these, set to work together. We soon hope to have three of the configurations to handle our rather large volume of input. We store on disks various formats for different types of data entry. The operator calls up the format appropriate for her purpose and fills in the blanks. The system self-checks for missing fields which are required to be filled in, for alphabetic characters in a numeric field and vice-versa and for length of field. It has an automatic duplication feature so that fields entered once need not be re-entered until the data changes. It positions the typing point (the cursor) at the actual beginning point of the data and does not require tabbing or spacing by the operator. Within a short time, we hope to have the system provide fixed data such as call numbers, journal title abbreviations, and corporate authors.

*The assistance of Nancy Ayer, Senior Systems Analyst, NAL, who did much of the "footwork" for this paper is, hereby, gratefully acknowledged by the author.

Another desirable feature of this system is that once entered, the data may be recalled from the disk by any terminal on the system, revised and corrected, if necessary. Thus, when the data goes "down the line" so to speak, it should be accurate. Since our big processing systems are run in batch mode on a scheduled basis, the data is transmitted over a telephone line through Remote Job Entry feature to our IBM computer either in Washington, D.C. or in Kansas City, Missouri. This is done once each week. Normal processing follows.

Note that the same terminal may be used for entering data into any of our big systems. The only variable is the format used. This saves operator time and is convenient. Those entering the data enjoy "talking to the computer." Errors are caught immediately, either by the system or the person operating the terminal. Almost any person can use the terminal. It takes a minimum of training, perhaps an hour or two. To be sure, the manner in which the formats are constructed makes a difference. Computer-needed data is provided by the format. The user needs only to be able to read the English tag for the entry, such as Title, Personal Author, Pagination, etc. Recall time is only one or two seconds if something needs to be checked. It is not only easy and effective, it is a morale builder.

The new technology is not expensive, unless you ask for the moon. We found in our feasibility study that we could get all of this service for less than the amount of the keypunching costs plus the preliminary edit run of the computer. In fact, we found that the hardware could pay for itself in a matter of 15 months.

Another type of input is through CRT's to the Ohio College Library Center. Its acronym OCLC has become a common word in the library world. We have five out of the over four hundred terminals which are connected to a large data base of cataloging data. Last October there were over one million records in this file. The terminals are placed in locations all over the United States. Access time to the central data base is about five seconds. If we find that cataloging data we need has already been input by another library, we are able to tailor the entry to our needs. Then, by simply pressing the "produce" key the record is tagged to be sent to us for entry into our own data base (CAIN). While catalog cards are available we have records sent to us in magnetic tape form and print catalog

cards as a by-product of our own data base. The OCLC information, as well as other original cataloging data input by our own staff, is used for book catalogs, sale to scientists and researchers, cards, and other working tools. The purpose of this OCLC system is, of course, to catalog an item once and then to make that cataloging copy available to other catalogers.

Here again, in the OCLC system, as in the Sanders system, input can be made for original cataloging directly onto the CRT screen, which then immediately up-dates the master data file in Ohio.

At the National Agricultural Library we have still another means of input-output. This is our CAIN-on-Line System. Search parameters are entered through a CRT. This transmits the request to a central computer in California, which responds in seconds with results of a search of our data base, containing over 500,000 citations. This data base is available from two commercial sources in California. It is less expensive for us to use than to attempt to maintain it on-line ourselves. There is another reason for our not maintaining it ourselves. Since we are a U.S. Government agency we cannot sell time for use to commercial users. Under the present arrangement everyone has access to this important data base.

Notice in this illustration that another type of output device is coupled to this CRT. It is a printer. If we direct it to do so, it will print out, on paper, any information that appears on the screen of the CRT. Thus, if the search results in a modest number of citations, these citations may be called on the screen and printed at once. If the number of citations is very large, we can direct that they be printed off-line and sent to us by mail. This is a relatively slow printer. It would be too costly for us to ask it to print large number of citations.

In the same room, we have portable typewriter-type terminals. These can be carried to any telephone to gain access to various data bases which are maintained at other locations in an on-line state. They do not have the glamour of the CRT's, but their mobility is a significant factor to many users.

Up to this point, I have described input/output devices that seemingly work like magic. Since we are all in the library information business let me share with you some of the problems we encounter. First, one must be reasonably certain that access will be possible over short and sound telephone lines. In our early installation we had fun with this when

we discovered that our lines were twice as long as they should be. The delay in response time was frightening when one considered what each second of time was costing. Second, it is possible that one will get a CRT that is a "lemon." This is a slang word that we use usually in reference to our automobiles. A machine becomes a "lemon" when no amount of repair and attention will put it into working condition. Third, these machines are all subject to "down" time. This is such a gentle word for the catastrophe it describes. With your system "down" you are effectively cut off from all information in your data base. It is as if someone came in and glued all the pages of your reference books together. As you go into an automated system it is very important to adjust yourself psychologically to this new medium. Your first tendency will be to imagine that your old fashioned manual system was always available and that it was totally free of errors. If you are of that mind it would be well for you to take some time to warm up to an automated system.

These new input/output devices have had a marked effect on our efforts to build networks. The Agricultural Sciences Information Network in the United States is envisioned as kind of a family of agricultural libraries and information centers with a general sharing of resources and providing quick access to those resources. For example, the Agricultural Research Service of the USDA now provides a Current Awareness Literature Service to its personnel. Profiles of individual user needs are prepared and citations from a number of data bases are provided to users. The user, in turn, simply checks the citation and sends it to NAL, or to one of our cooperating land-grant university libraries, where a photocopy of the article is provided for him.

Our CAIN tapes are for sale. Many of the land-grant and private libraries buy the tapes and spin them on their own computers. Others contract with the two commercial agencies that provide on-line service to the CAIN data base.

All of this stimulation of use has caused cries of anguish from our lending and photocopy departments, but it does illustrate to us that we are fulfilling a need for information. It does assure us also that we are carrying out our mission to diffuse agricultural information to the Nation and to the world.

ASSOCIATES OF THE NATIONAL AGRICULTURAL LIBRARY, INC. TO PRESENT AWARDS

Three different honor presentations will be made in the form of special awards to nominated outstanding recipients in the agricultural library community by the Associates of the National Agricultural Library at their annual meeting September 26, 1975.

For the third year the Associates will honor outstanding performance in three different classifications. Those honored must be nominated for this special attention by their exceptional contributions to the improvement of the agricultural library system and its literature.

The three classifications are: (1) significant contributions to agricultural literature or the performance of outstanding service to agricultural libraries; (2) meritorious contribution to library science by a member of the National Agricultural Library staff; and (3) notable performance by any National Agricultural Library employee who has brought to his job initiative, imagination, or talent to best improve the National Agricultural Library.

All nominations should be mailed not later than June 30, 1975 to Barbara J. Williams, Head Librarian, Box 1565 South Carolina State College, Orangeburg, South Carolina 29117. Each nomination should include the following information: (1) name of the award for which the candidate is proposed; (2) a brief statement of the basis of the nomination and, where appropriate, a bibliography which supports the nomination.

The Associates NAL seek your participation and interest.

NEWS NOTES

In support of the informational programs of the National Agricultural Library a subscription to the System Development Corporation family of data bases has recently been initiated. Service can now be supplied to patrons who have need for searching IDC/LIBCON, MATRIZ, GEO-REF, SCISEARCH

in addition to the data bases already available as part of the Library's Computerized Literature Program. For more information call (301) 344-3816.

* * *

CONSER Pact Signed.—The Council on Library Resources (CLR) and the Ohio College Library Center (OCLC) have signed an agreement providing for use of OCLC's computer network in the CLR-managed CONSER (CONversion of SERIALS) Project over the next two years. The CONSER Project, which should be operational within five months, is a cooperative effort to convert serials records to a machine-readable format and will result in a relatively comprehensive serials data base. The file produced by CONSER will be available to the library community through the Library of Congress and the National Library of Canada.

The initial participating institutions that will input their serials via CRT terminals on OCLC's on-line shared cataloging system include the Library of Congress, the National Library of Canada, the National Library of Medicine, the National Agricultural Library, the State University of New York, the New York State Library, Cornell University, Yale University, the University of Minnesota, and the University of California. The International Serials Data System will participate through the two national centers: the National Serials Data Program within the Library of Congress, and the ISDS/Canada within the National Library of Canada.

* * *

The Borough of Richmond (New York) will revert to its original name, The Borough of Staten Island effective 9 April 1975. All official correspondence should carry the new title.

* * *

Philippe Aries, President IAALD, is interested in receiving papers for publication in the *Quarterly Bulletin of the International Association of Agricultural Librarians and Documentalists* on North American input problems and experiences in the fields of automation, information retrieval and computer technology. Papers should be submitted to the editor:

Ing. de Bruyn
"de Hulle," Hullerpad 14
Lunteren, Netherlands

* * *

Sam Waters, Associate Director, National Agricultural Library, presented an hour-long talk on "Minicomputers at NAL: Indexing and Serial Data Input, and other Applications" at the Workshop on Minicomputers and their applications in Libraries sponsored by the D.C. Chapter of SLA, on May 1.

INFORMATION CENTERS AND LABORATORIES

Centro de Investigacion y Mejoramiento de la Cana de Azucar (CIMCA) Santa Cruz de la Sierra, Bolivia.

This new sugarcane research organization was established in 1972 by sugarcane growers and sugar mill owners alike, in a joint meeting, where they also resolved to finance it exclusively by themselves without State subsidies or other means.

In October 1972 a 334 ha big property was bought, approximately 70 km NE from Santa Cruz de la Sierra City (close to General Saavedra town). Forty-five percent of the area has light and very light textured soils, with 55% on heavier type. Some old buildings are actually used for offices and laboratories, but new construction will begin in a short time. As late as the end of February some 96 ha were in cane, partly experiments, partly heat-treated seed material for distribution among farmers.

Research covers six main activities (programs): varieties; plant nutrition and irrigation; planting and cultivation; interferences to production (weeds, insects, nematodes, diseases); harvesting and transportation; economic and social problems. It is hoped that by 1976 all these fields are covered by technicians and the facilities needed.

Not all the jobs of technical nature are as yet occupied, but it should take not long to have them filled.

Mailing address: CIMCA, Casilla 2731, SANTA CRUZ DE LA SIERRA, Bolivia.

NAL SERIAL GAP LIST — NO. 5

The following journal issues are this month's continuation to the list of gaps in NAL's collection. If you can furnish any of these items, please address to:

Selection Section — GAPS
National Agricultural Library
10301 Baltimore Blvd.
Beltsville, Md. 20705

1. *Focus (National Dairy Council. Illinois)* 10: 1-7, 9, 11-25, 1969; 11: 2-8, 10-11, 13-14, 16-19, 1970; 12: 5-7, 10-11, 13, 24, 1971; 13: 4, 20, 1972; 15: 15, 21, 24, 1974.
2. *Folia biologica (Krakow, Poland)* 17: 4, 1969.
3. *Folia morphologia (Prague, Ceskoslovenska)* 17: 3, 1969.
4. *Folkemendens bevegelse (Norway. Statistisk Centralbureau)* 1968.
5. *Folketallet i kommunene. Population in municipalities (Norway. Statistisk sentralbyra)* 1969-1970, 1970; 1970-1971, 1971.
6. *Folleto de divulgacion (Instituto Nacional de Investigaciones Agricolas Mexico)* Vols. 27-48, 1969-1973.
7. *Food, agriculture and plantation journal (Baroda, India)* 1: 10-12, 1971; 3: 1-12, 1973.
8. *The food and color additives directory, Revisions* September, 1969; April 1971; May, June, 1974.
9. *Food and drug packaging* 20: 6, 1969; 21: 13, 1969; 31: 1-5, 8, 1974.
10. *Food chemical news* 15: 6, 1973: 16-40, 1974.

NEW PUBLICATIONS OF NOTE

CAIN-ON-LINE. (Beltsville, Md.) National Agricultural Library (1975) 4 p. Free. Request from Information Officer, National Agricultural Library, Beltsville, Md. 20705. Please send a self-addressed mailing label with your request.

A catalog of United States Government produced audiovisual materials 1974. Washington, D.C., National Audiovisual Center. 356 p. Inquiries should be directed to Information Branch, National Audiovisual Center (GSA) Washington, D.C. 20409 (A.C. 301-763-7420)

A preliminary annotated bibliography of information handling activities in biology by Richard H. Foote and Judith Zidar. 14 p. (Reprinted from *J Wash Acad Sci* 65:1, 1975. A limited number of copies are available free from Information Officer, National Agricultural Library, Beltsville, Md. 20705. Please send a self-addressed mailing label with your request.

The symbiosis of plants and people. Washington, D.C., Agricultural Research Service, USDA, 1975. This is the 1973 B.Y. Morrison Memorial Lecture presented by Dr. John P. Mahlstede, Professor of Horticulture and Associate Director of the Experiment Station, Iowa State University, Ames. Please request from Information Div., ARS, Room 346 Center Building 1, Hyattsville, Md. A limited number of copies are available. Please send a self-addressed mailing label with your request.

AGRICULTURAL BIBLIOGRAPHIES OF NOTE

The following publications are drawn to our readers' attention for their extensive and authoritative bibliographies.

Alexander, A.G. *Sugarcane physiology: a comprehensive study of the Saccharum source to sink systems.* New York: American Elsevier, 1973. QK 495, G74A43, 752 p. Bibliography p. 659-722.

Cole, Harold H. (ed.). *Animal agriculture: the biology of domestic animals and their use by man.* San Francisco: W. H. Freeman, 1974. xii, 788 p. SF61. C59. Bibliography: p. 747-770.

Miller, Robert H. *Root anatomy and morphology: A guide to the literature.* Hamden, Conn.: Shoe String Press, 1974, 271 p.

HAVE YOU READ?

AGRIS. Joseph F. Caponio, formerly Acting Director, NAL, Director Environmental Science Services, National Oceanic and Atmospheric Administration and Leila Moran, Information Officer, NAL. *Science.* January 24, 1975, Vol. 187, No. 4173.

The Library and the Independent Learner, a philosophy and rationale. Foster E. Mohrhardt. Senior Program Officer, Council on Library Resources (ret.) and former Director, National Agricultural Library. *RQ Reference and Adult Services Division*, Spring, 1975. Vol. 14, No. 3.

Techniques for educating SDI users. Hilary D. Burton, U.S. Department of Agriculture, Agricultural Research Service, Beltsville, Md. *Special Libraries*, May/June 1975, Vol. 66, nos. 5-6.

AGRICULTURAL DATE BOOK

June 15-20: 20th SEMINAR ON THE ACQUISITION OF LATIN AMERICAN LIBRARY MATERIALS (SALALM). Bogota, Colombia. Contact: Mrs. Pauline P. Collins, Executive Secretary of SALALM, Secretariat, University of Massachusetts Library, Amherst, MA 01002

June 15-27: INSTITUTE ON THE LIBRARY AND THE GOVERNMENTAL PROCESS. For more information write: Dept. of Library Science, The Catholic University, Washington, D.C. 20064

June 23-25: AMERICAN SOCIETY OF AGRICULTURAL ENGINEERS. Summer Meeting. University of California, Davis. For more information write: American Society of Agricultural Engineers, 2950 Niles Road, St. Joseph, M1 49085

June 29-July 5: ALA CONFERENCE. San Francisco, CA.

July 5-9: 2ND MID-PACIFIC LIBRARY CONFERENCE. Honolulu, Hawaii. Contact: HLA Travel and Housing Control Center, Group Travel Unlimited, Post Office Box 2198, Honolulu, Hawaii 96805

September 24-26: AGRICULTURAL LITERATURE SYMPOSIUM-PROUD HERITAGE, FUTURE PROMISE. Beltsville, Md. Contact: Executive Secretary, The Associates NAL, Inc., 10301 Baltimore Blvd., Beltsville, Md. 20705

October 23-26: THE ORAL HISTORY ASSOCIATION. National Colloquium on Oral History. Grove Park Inn, Asheville, North Carolina. For further information write Ronald E. Marcello, Secretary, Box 13734, North Texas Station, North Texas State University, Denton, TX 76203

November 9-12: CLASSIFICATION SYSTEMS. The University of Illinois Graduate School of Library Science will hold a four-day institute at Allerton Park, the university's conference center near Monticello, Illinois, about twenty-five miles southwest of Champaign-Urbana. The institute for 1975, the twenty-first in the series is scheduled to be on "Major Classification Systems." A brochure describing the program in detail will be issued in June 1975. Individuals interested in receiving the brochure and registration information should write to Mr. Brandt W. Pryor, Institute Supervisor, 116 Illini Hall, Champaign, IL 61820

1976

June 27-July 1, 1976: WORLD FOOD CONFERENCE. Ames, IA. Contact: William W. Marion, 102A Dairy Industry Bldg., Iowa State University, Ames, IA 50010

Summer 1976: FEED COMPOSITION, ANIMAL NUTRIENT REQUIREMENTS AND COMPUTERIZATION OF DIETS. Logan, Utah. Contact: Lorin E. Harris, Director, International Feedstuffs Institute, College of Agriculture, Utah State University, Logan, Utah 84321

October 17-22, 1976: INTERNATIONAL ASSOCIATION OF WATER POLLUTION RESEARCH. 8th Conference. Sydney, Australia. Contact: Executive Officer I.A.W.P.R., 8th International Conference, Box 2609 G.P.O., Sydney 2001 Australia

SUPPLEMENT: May 1975

NAL PERSONALITIES IN THE NEWS

Robert L. Birch, DCB participated in a discussion of the Lincoln Group of the District of Columbia April 21 at the Army-Navy Club on Medicine and Pharmacology in the Later Nineteenth Century.

Dr. Stanley Mohler, FAA gave the lecture and demonstration.

Mr. Birch is a former president of the Lincoln Group.

Alan M. Fusonie, MAINT. was commentator April 16 on a paper presented by Thomas Altherr, Ohio State University, Columbus, O. "The Hunter-Naturalist and the Development of the Code of Gamesmanship" at the annual conference of the North American Society for Sport History, held in Boston April 16-19, 1975.

Peripatetic Staff

Richard A. Farley attended the meeting of the Association of Research Libraries, Houston, Texas, May 7-9.

Gerald J. Sophar attended 4th ASIS Mid-Year Meeting, Portland, Oregon, May 14-17.

Katherine Daley attended the Image Convention, Kansas City, Missouri, May 21-26.

David E. Farabaugh visited the National Finance Center, New Orleans, Louisiana, May 10-14.

Maydelle Stewart and Dean Gamble attended Lockheed User Workshop, Palo Alto, California May 12-14.

Leila Moran attended the National Extension Home Economics Communications Workshop Kansas City, Kansas, May 20-21.

Harry Kemp held a seminar on CAIN at Mississippi State University, Columbus, Mississippi, May 8-9 and at Tifton, Georgia May 13-15. He also exhibited materials on NAL services at the Information Retrieval Colloquium, Philadelphia, May 2.

The following staff members toured the Biosciences Information Service (BIOSIS) and the Institute for Scientific Information (ISI) on May 22: Evelyn Brown, Ruby Fox, Irene Glennon, Otto Wilkins, John Hart, Wei Ping Liao, Ruth Wertman, Melba Bruno, Patricia Condon, Alan Fusonie, Robert Birch, Ethel Smith, Robert Butler, Veronica Lefebvre, Larry Calyn, Mike Yiallouris and William Fiedt.

PERSONNEL ACTIONS

<u>Appointments</u>	<u>Position</u>	<u>Section</u>	<u>Effective Date</u>	<u>G</u>
Patricia Tabler	Clk-Typist	Maintenance	5/11/75 NTE 6/21/75 ,	G
Ronald Walton	Head	Comp. Appl.	5/12/75	G

Retirement

Margaret Mowery	Lib.Techn.	Procurement	5/31/75	G
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Promotion

Lida Allen	Chief	Lending	5/25/75	G
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UNITED STATES DEPARTMENT OF AGRICULTURE
NATIONAL AGRICULTURAL LIBRARY
BELTSVILLE, MARYLAND 20705

May 8, 1975

SUBJECT: Final Report on LEAC Activities for 1974/75

TO: NAL Employees

I wish to thank all of the LEAC Representatives who have served with me during the past year for their support and cooperation, and I want to welcome the new LEAC Representatives. You have done a good job in selecting your new Representatives, but remember that it is only with all of the NAL Employees' continued interest and loyalty that LEAC can function as a viable committee.

This past year we sponsored two parties for the Employees, the Annual Picnic and Christmas Party. The idea of having a barbecue for the Picnic was suggested and adopted by LEAC, and we purchased and accepted generous donations of equipment to make that event possible. The sales from the Picnic made it possible for LEAC to donate one hundred dollars toward the costs of the Christmas Party. We all worked hard together on these projects, had fun, and got to know each other a little better because of them.

The amending and retyping of the By-laws was a major effort. This had not been done for three or four years, and it was becoming increasingly difficult to operate with them as they were. I hope that our revisions will be an aid to the new Committee.

The U.S. Savings Bond Drive this year increased by over six percent the enrollment from the previous year. LEAC was proud to sponsor this Drive, and I, personally, hope that we will soon be able to earn the Concord Minuteman Award. This Award is made to groups which have a participation of at least eighty percent at June 30th or December 31st.

Other activities include, the management of the Employees Cafeteria, handling the Blood Donor Program, the obtaining of a Washington Post sales rack, participation in the Combined Campaign, a complete inventory of LEAC's property along with its present location, the distribution of first aid kits to all Sections of the Library, and the purchase for LEAC of Roberts Rules of Order.

I would like to recommend that two projects which we began, be continued, the bulletin board in the Cafeteria to honor the achievements of NAL employees, and a good physical fitness program for those in the Library that wish to participate in a program of this type.

Thank you for the opportunity to be Chairperson of LEAC for the past year. Keep up the good work!

Mary Stuart Mellom

Mary Stuart Mellom
Chairperson, LEAC

BYLAWS
OF THE EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE
OF THE NATIONAL AGRICULTURAL LIBRARY

Article I
Name and Composition

Section 1. The name of this organization shall be the Equal Employment Opportunity Advisory Committee as authorized by the U. S. Department of Agriculture, Department Personnel Manual, Chapter 713, Sub-chapter 2-6d, hereinafter referred to as the "Committee".

Section 2. The Committee shall be composed of persons selected by the EEO Officer, hereinafter referred to as the Director.

Article II
Purpose

The purpose of the Committee is fourfold.

- a. To serve in an advisory and counseling role to the Director on all matters related to the EEO programs;
- b. To identify emerging EEO problems areas needing attention;
- c. To provide an informal vehicle for employees to bring EEO matters to the Director's attention through committee members; and
- d. To serve as an added instrument to ensure equal opportunity to all employees.

Article III
Membership

Section 1. Membership shall be composed of representatives from all sections with representation of all ethnic groups within NAL, both sexes, a cross section of grades, a range of ages, and of job classifications.

Section 2. Any NAL employee shall be eligible for membership providing that said employee is assigned to the section of an outgoing committee member and is willing to serve.

Section 3. Members shall be appointed at the beginning of each calendar year by the Director.

Section 4. There shall be a minimum of seven members on the Committee.

Section 5. The term of membership shall be two years with one half of the members being replaced each year.

Section 6. Ex officio members shall be the EEO Coordinator, the Spanish Speaking Program Coordinator, the Federal Women's Program Coordinator, the Deputy EEO Officer, the EEO Counselors, and the chairperson of the Library Employees Advisory Committee.

Section 7. Any appointed member who is absent from three consecutive meetings may be removed from membership by the Director upon recommendation of the Committee.

Section 8. Resignation from membership shall be submitted in writing to the Director through the chairperson.

Article IV Officers

Section 1. The Officers of the Committee shall be Chairperson, Co-Chairperson, Secretary, and Assistant Secretary.

Section 2. Officers shall be elected at the February meeting, take office at the conclusion of the meeting and serve for one year or until their successors are elected.

Section 3. No member shall hold more than one office at a time, and no member shall be eligible to serve more than two consecutive terms in the same office.

Article V Meetings

Section 1. Regular meetings are held every third Tuesday of each month.

Section 2. Special meetings may be called by the Chairperson. The purpose of the meeting shall be stated in the call. Except in cases of emergency, at least three days notice shall be given.

Section 3. One third of the Committee members shall constitute a quorum for the transaction of business.

Section 4. Meetings shall be open to interested NAL employees.

Article VI Sub-Committees

Sub-Committees shall be appointed by the Chairperson as deemed necessary. The Chairperson shall be an ex officio member of all sub-committees.

Article VII Amendment of Bylaws

These bylaws can be amended at any regular meeting of the Committee by two-thirds vote of the total membership, provided that the amendment has been submitted in writing at the previous regular meeting.



MAY
1975

The International Women's Year (IWY) Calender of Months suggests that each month occupations beginning with a specific letter of the alphabet be honored. May was "E" month for education, economics, engineering, etc. Each of you received a notice about the Patio display May 19-23. The poster from NAL featured the total area of Education in Women's Rights. Information was presented on the Women's Rights Collection of publications which is located at D. C. Branch.

June is the month to honor Farming. A symposium WOMEN, AGRICULTURE AND THE CHANGING WORLD will be held in the Department Auditorium June 13th. The past, present and future of women in agriculture will be presented by persons from USDA, consumer groups, and the National Coalition of Farm Wives. After a welcome from Secretary Butz, the panelists will discuss:

WOMEN, AGRICULTURE AND THE CHANGING WORLD

- 10:00 In the Beginning, The Seed
- 11:15 Transition, Germination and Growth
- 1:30 Here and Now--The Harvest
- 2:50 What Tomorrow? A Forecast for Farm Women's Almanac

A Women's Conference will be held by the Arlington County Committee on the Status of Women on June 26-28, 1975. The Conference is planned to coincide with the IWY Conference in Mexico City. Workshops from the very practical to the more philosophical will be presented. Sessions on ERA, effective communication, rape, housing and fair credit, lobbying and political activity, single parenting, the elderly woman, and problems of minority women will be held during the evening as well as during working hours on Thursday and Friday. Women's Conference is free to Arlington residents, nonresidents pay a \$5 registration fee. If you are interested see J. Brogdon, Room 303A, x43715.

May 7, 1975

NATIONAL AGRICULTURAL LIBRARY

Library Employee Advisory Committee

May 6, 1975--The meeting was called to order by Chairwoman, Mary Stuart Mellom.

Out-going members present:

Charles Bebee
Betty Daniel
Mary Fealy
Darlene Hackley
Beverly Kohn
Mary Stuart Mellom

Sally Moorman
Joyce Myers
Donald North
Joseph Swab
Irene White
Don Yeldell
Carl Younger

Out-going members absent:

Mary Ball
Rosemary Bugher
Eleanor Robey

In-coming members present:

Sharon Crutchfield
Marianne Davies
Iris Few
Mary Greenfield
Tom Jones

Harry Kemp
Cindi Kenyon
Wei Ping Liao
Joyce Myers
Melody Snare

Janet Strickling
Joseph Swab
Marian Sullivan
Bill Thies
Carl Younger

The minutes were approved.

Donald North reported on the Agricultural Research Center Employees Association (ARCEA) and the USDA Welfare and Recreation Association (W&RA) functions.

Mary Mellom reported on the Training Committee meeting. The Training Committee is working on an orientation program which will be offered to all NAL employees who came to work at the Library after 1967. A field trip to BIOSIS and ISI is being planned for all interested professionals on the NAL staff. Forty-five people want to participate. They will go in groups of eight, and there will be about one trip per week. Both the orientation program and the field trip are being set up at the request of Dr. Farley. Mr. Bebee has been asked to submit recommendations to the Training Committee for audio-visual equipment, for training programs currently available in the Library as well as other uses by NAL. Mr. Bebee was elected as the new Chairperson of the Training Committee.

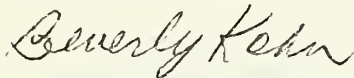
Mary Mellom gave a report on LEAC's past year accomplishments, which included the Picnic, Christmas Party, U. S. Saving Bond Drive, Blood Donor Program, Amendment of LEAC By-laws, first-aid kits for each section, Washington Post sales rack and inventory of LEAC owned items.

The in-coming members of LEAC were introduced.

The following in-coming members were elected to hold offices from May 1975 - January 1976:

Chairperson: Joseph Swab
Vice Chairperson: Sharon Crutchfield
Secretary: Cindi Kenyon
Assistant Secretary: Janet Strickling
Treasurer: Melody Snare

Meeting adjourned.

A handwritten signature in cursive script that reads "Beverly Kohn".

Beverly Kohn, Secretary

TREASURY REPORT

		<u>Received</u>	<u>Spent</u>	<u>Balance</u>
4/24/74	Balance			\$ 37.40
6/26/74	Funds remaining from Dr. Caponio's reception (to be sent to the Hospital for Sick Children	\$ 11.00		48.40
7/9/74	Robert Rules of Order		\$ 1.45	46.95
10/9/74	Picnic 151 @ \$2.00 ea. Donation	302.00 1.00		348.95 349.95
10/9/74	Bake sale at picnic	66.62		416.57
10/9/74	Picnic costs		188.52	228.05
10/15/74	Hospital for Sick Children, donated by Dr. Caponio		11.00	217.05
12/20/74	Christmas Party 163 @ \$1.50 each	244.50		461.55
12/20/74	Christmas costs		294.97	166.58
12/20/74	Received \$10.00 from Food Committee	10.50		177.08

UNITED STATES DEPARTMENT OF AGRICULTURE
NATIONAL AGRICULTURAL LIBRARY
BELTSVILLE, MARYLAND 20705

April 29, 1975

EQUAL EMPLOYMENT ADVISORY COMMITTEE MINUTES

REGULAR MEETING

The regular monthly meeting of the EEOAC was held at 9:55 a.m. on April 15, 1975 in room 202. The meeting was chaired by David Ferguson.

PRESENT

Deborah Allen, Katherine Daley, Betty Daniel, David Ferguson, John Gray, Richard Hart, Leslie Kulp, Mary Mahler, Gloria Pugh, Gerald J. Sophar, Mary Stuart-Mellom, Wallace Reeves, Helen White, Erastine Williams.

MINUTES OF THE MARCH MEETING

The minutes were approved.

APPROVAL OF THE AGENDA

The agenda was approved.

REPORT OF THE EEO AND 16-POINT COORDINATOR

The picture has changed since the March 19, 1975 Supervisory Training Report. Supervisory employees began to go through their individual files and came up with training that had been taken, but had not been entered into their official folder. An updated report is forthcoming.

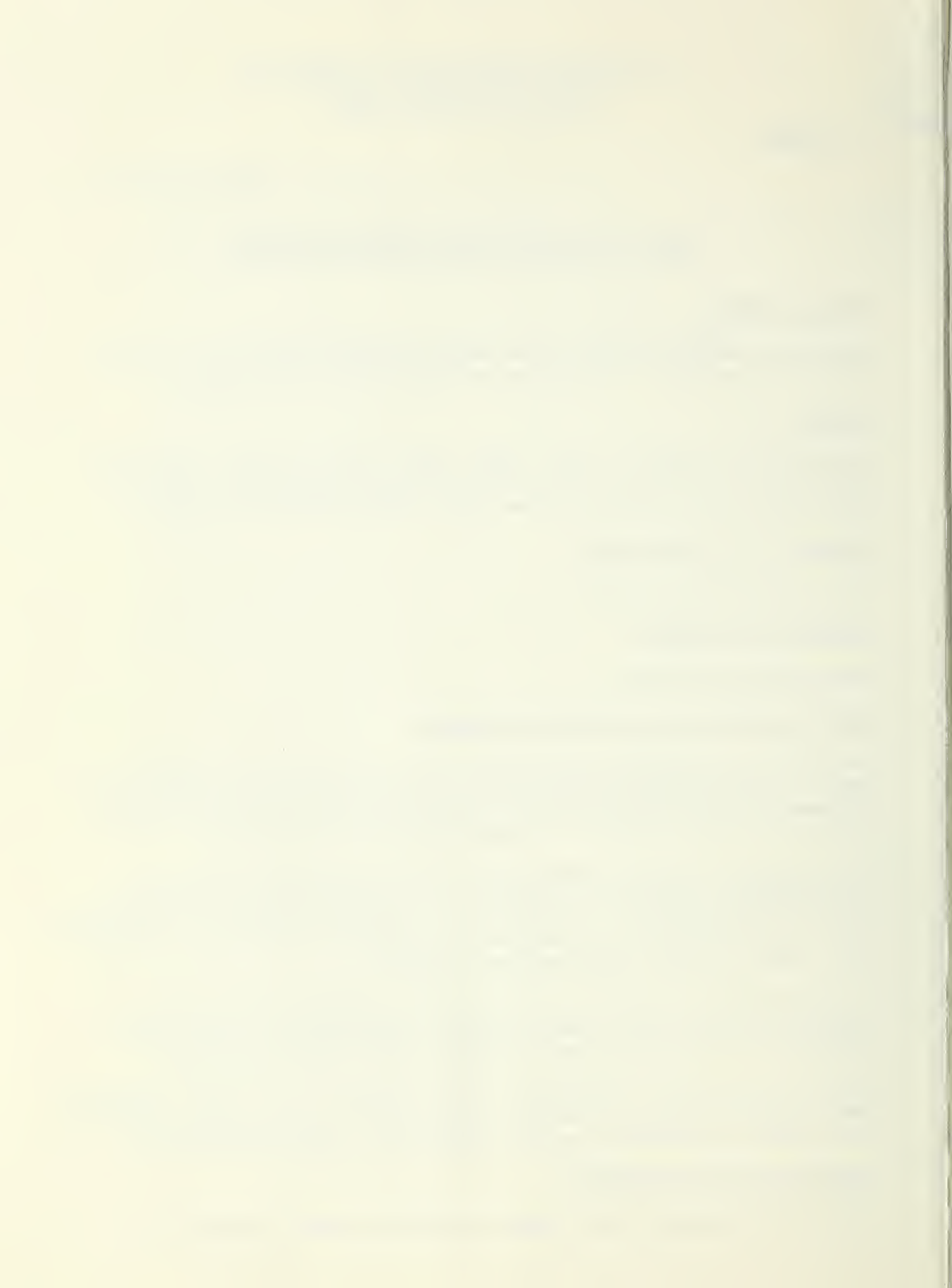
The supervisory training course held at the Library, April 14-18, 1975 was attended by sixteen (16) employees. Four (4) ARS employees and twelve (12) NAL employees. Fifteen (15) graduated with one (1) substitution and one (1) withdrawal. In addition to the fifteen (15) reported August 1973, eleven (11) NAL people have been trained.

Margaret Maestas, a student at the New Mexico Highlands University, is employed at NAL as a full-time temporary student who is acquiring work experience in her major, library science, prior to her graduation.

Plans are being made to orientate new NAL employees. Dr. Farley suggested that 12-14 employees, in intervals, participate in a well-designed three (3) hour intensive orientation training program with quality presentation.

REPORT OF THE FWP COORDINATOR

USDA, FWP Coordinators have suggested different monthly activities to



celebrate International Women's Year (IWY). These are correlated to the IWY calendar which honors different occupations each month. The Agencies whose work fits into that area are asked to cooperate and present in that month's activities. May honors occupations beginning with the letter "E". NAL has been asked to provide a display for this month. It was suggested that the Library might depict Mrs. Tontarski's, EEOAC Chairwoman, trip to Russia. Ideas should be submitted to Jennie Brogdon.

REPORT OF EEO COUNSELORS

No Reports

REPORT OF EEOAC CO-CHAIRMAN

The EEO Action Plan Evaluation Committee met April 10, 1975. The committee will meet again to write an assessment of the plan. This assessment will be submitted to the EEOAC.

OLD BUSINESS - DISCUSSION OF PROPOSED EEOAC BY-LAWS

The By-Laws were approved with one correction. The final form will be typed and distributed.

NEW BUSINESS - MOVIES ABOUT EEO

Mary Stuart-Mellom will see what is available to us.

NEW BUSINESS - AGENDA FOR THE MAY MEETING

The agenda for the May meeting will include: Movies about EEO, and Mrs. Tontarski's trip to Russia.

The meeting was adjourned at 11:00 a.m.

Gloria Pugh
Secretary

